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Approved For Release 2003/05/05 : CIA-RDP80B01676R000600130005-9

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Press Clip Project Meeting - 2:00, 2 June 1964 - DCI Conference Room

Called [redacted]

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W. PFORZHEIMER - [redacted] → STAT

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and set up meeting.

[redacted] can't come in the mornings, so I made it

(P)

2:00 p. m.)

AGENDA to be sent by noon Monday.

You will be talking to each of them before the meeting.

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[redacted] wanted to know if he could bring someone from his office.

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NOTES ON PRESS CLIP PROJECT MEETING 2 JUNE 64

Those attending the meeting were [redacted] 25X1
of

25X1 the Office of Security, [redacted] of [redacted] Walter 25X1

25X1 Pforzheimer, Curator/HIC, [redacted] of PAS, and [redacted] CIA Library.

1. Regarding scope of inclusions, it was agreed that:

a. Subject files should be maintained on public references to personnel or activities of other members of the Intelligence Community but that they not be set up or cross-referenced to the Agency personality files unless Agency personnel are named.

b. Former Agency and predecessor agency employees when identified as such will be indexed and filed in the press clipping personalities files.

25X1 [redacted] has already added this to her index.)

c. Contrary to Mr. Kirkpatrick's suggestion, there was unanimous agreement that society page items be included when the individual is identified as an Agency employee.

d. Estimates on input from various components not now contributing to PAS files are as follows:

25X1 (1) FDD: Based on [redacted] requirements, this input would amount to about 7 documents a month.

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25X1 (2) [redacted] says he is now getting the take and this amounts to about two or three items a day.

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(3) OCR Library: English language periodicals only (not now being covered by PAS) may average one or two articles per day.

e. All agreed that when identified as Agency employees or suspected Agency employees, be they staff, contract, consultants, or proprietary, these should be indexed and included in the personality files, cross-referenced with the appropriate subject file; i. e., Suspected Agents, Fraudulent Agents, etc.

2. It was agreed that the central files and indexing operations should be the responsibility of PAS. Initially all records will be kept in hard copy; decision to mechanize the operation should be deferred for at least a year to determine if this is really needed.

3. Problems needing further attention:

a. Determine the extent of DD/P (overseas stations) input into this system. [redacted] evidenced considerable reluctance to levy specific requirements on station chiefs and indicated he thought there were already requirements on the books in this regard. [redacted] said he would determine what is currently on the books and that before recommending even generalized requirements, he wished to clear it with Tom Karamessines. It appears that the minimum statement of requirements would be something as follows:

(1) Require station chiefs to perform a carefully selected culling of press and some major periodicals in their areas (outside

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of the Bloc) and forward to Headquarters the article and a very brief, one-sentence, English summary of the article. Articles of interest would be of three categories:

- (a) Any reference to CIA Personnel by name or by specific operational activity.
- (b) Major articles on the subject of intelligence or intelligence services generally.
- (c) Chiefs of Station should exercise their own discretion on other items of interest to the Agency.

b. DD/I: Pforzheimer is to prepare specific requirements for

inputs from [redacted] and [redacted] and from OCR, FDD and the Library.

This appears to be well in hand.

c. [redacted] is to instruct [redacted] to carefully review all press material now being read by Office of Security to insure appropriate passage to PAS.

4. During the initial stages of setting up the centralized system, there will of course have to be very close cooperation between all elements and a thorough and detailed statement of each component's requirements and their capabilities to fill gaps which may turn up in the centralized system.